

Conjunctive Use Grant Application

Fiscal Year 1999-2000

The CALFED Bay-Delta Program invites Grant Applications for projects that implement the coordinated use of surface water and groundwater, commonly referred to as “conjunctive use,” to help meet the CALFED objectives of increasing water supply reliability and restoring ecosystem health to the Bay-Delta system. The objective of this Grant Application Package is to solicit and help fund conjunctive use projects that help meet these CALFED objectives.

Notice of Pre-Submittal Workshop

March 7, 2000, 1:00 p.m. - 3:00 p.m.

The Resources Building

Room 1131

1416 Ninth Street, Sacramento

Shortly after the workshop, CALFED staff will provide a written response to common questions from all parties at the workshop or from those who have received this grant application package.

Where to Submit Questions:

Questions can be submitted in writing until **February 18, 2000** to:

Conjunctive Use GAP
CALFED Bay-Delta Program Office
1416 Ninth Street, Suite 1155
Sacramento CA, 95814

or via email: **publica@water.ca.gov**

or via fax: **(916) 654-9780**

Where to Submit Applications:

Submit 5 complete hard copies and 1 electronic copy to:

Conjunctive Use GAP
CALFED Bay-Delta Program Office
1416 Ninth Street, Suite 1155
Sacramento CA, 95814

Application Due Date: March 24, 2000

The CALFED office must receive applications no later than **3:00 p.m. on March 24, 2000**. Applications received after this date and time will be returned unopened.

CHAPTER 1 - INTRODUCTION

1.1 Background on the CALFED Bay-Delta Program

The CALFED Bay-Delta Program is a consortium of state and federal agencies with management and regulatory responsibilities in the San Francisco Bay/Sacramento-San Joaquin Delta Estuary.

The CALFED Bay-Delta Program's mission is to develop a long-term comprehensive plan that will restore ecological health and improve water management for beneficial uses of the Bay-Delta system. The Program has four objectives:

Ecosystem Quality. Improve and increase aquatic and terrestrial habitats and improve ecological functions in the Bay-Delta to support sustainable populations of diverse and valuable plant and animal species.

Water Supply. Reduce the mismatch between Bay-Delta water supplies and current and projected beneficial uses dependent on the Bay-Delta system.

Water Quality. Provide good water quality for all beneficial uses.

Levee System Integrity. Reduce the risk to land use and associated economic activities, water supply, infrastructure, and the ecosystem from catastrophic failure of Delta levees.

The CALFED Bay-Delta Program has prepared a Draft Programmatic Environmental Impact Statement/Environmental Impact Report (EIS/EIR). This document was released to the public in June 1999, and may be obtained by contacting the CALFED Bay-Delta Program at (916) 657-2666, or by visiting the CALFED website at: <http://calfed.ca.gov>. All alternatives described in the EIS/EIR contain common programs and strategies to address ecosystem health, levee system integrity, water use efficiency, water transfers, water quality and watershed management. Conjunctive use projects are addressed as part of the Water Management Strategy, which is described in the Revised Phase II Report.

The Water Management Strategy has three broad purposes:

- 1) Develop a menu of water management tools that can be used to attain CALFED's water supply reliability goals
- 2) Identify specific water management tools from this menu which will be implemented in Stage 1 of the CALFED Bay-Delta Program
- 3) Provide a long-term decision making framework for evaluating the success of implementation efforts and for selecting additional tools needed to achieve CALFED's objectives.

Conjunctive use is a specific water management tool that can make a significant contribution in

water supply reliability and overall system flexibility. However, CALFED recognizes that conjunctive use projects can result in various impacts if they are not properly designed and monitored. As a result, CALFED has initiated a groundwater program to address potential impacts associated with conjunctive use projects.

1.2 Background on CALFED's Groundwater Program

CALFED completed an initial inventory of potential groundwater storage opportunities early in 1997. As a result of the concern expressed by many stakeholders regarding the implementation of conjunctive use and groundwater storage, CALFED initiated an outreach program specific to groundwater issues to solicit stakeholder ideas and concerns. These comments were used to develop guiding principles for conjunctive use programs to ensure that local concerns and potential impacts are fully addressed. These principles include the following:

- Conjunctive use projects will be voluntary
- Local planning and control of projects
- Priority for in-basin water needs; native groundwater will first be used to meet overlying land needs
- Appropriate compensation for out-of-basin transfers
- Pilot programs will be used to evaluate local conjunctive use potential and associated impacts
- Basin-wide planning and monitoring, overseen by local agencies that implement "interest-based negotiations," allowing stakeholder concerns to be addressed

The outreach program and principles are discussed more fully in the CALFED's Groundwater Outreach Report dated November 12, 1997.

More recently, CALFED formed the Conjunctive Use Advisory Team with staff from CALFED agencies and stakeholders. This effort is a component of CALFED's Integrated Storage Investigations initiative, which is a coordinated series of investigations designed to look at storage as a tool for improving water supply reliability. An initial task of the Conjunctive Use Advisory Team was to ask about local interest for CALFED support on conjunctive use projects. Positive responses were received throughout the state, including Southern California. As a result, this Grant program has been established to help implement locally supported conjunctive use programs that follow CALFED's guiding principles.

CALFED's overall goal for the groundwater program is to encourage the development of conjunctive use projects that improve local water management, thereby helping to increase water supply reliability for the Bay-Delta system. CALFED will support only those projects that first and foremost are used to help meet local water needs. Projects that make native groundwater available for transfer will be considered only if local water needs have been met.

CALFED recognizes that many stakeholders have legitimate concerns about potential negative consequences of proposed conjunctive use operations, including groundwater depletion, third-party impacts and water rights issues. In response to these concerns, CALFED has developed

criteria that must be satisfied in order to be eligible for a CALFED grant. Details for satisfying these criteria are contained in Section 3.2 of this application.

CALFED will prioritize and select projects for funding in accordance with the criteria contained in this Grant Application. Funds can be used to construct facilities specifically designed as part of a conjunctive use project. Eligible projects and facilities are described in Section 2.3.

CHAPTER 2 – GENERAL INSTRUCTIONS

2.1 1999-2000 Grant Application Package (GAP)

The CALFED Bay-Delta Program invites applications for conjunctive use projects to help meet the CALFED objectives of increasing water supply reliability and restoring ecosystem health to the Bay-Delta system. The objective of this GAP is to solicit and help fund conjunctive use projects that meet these CALFED objectives. In addition, all projects eligible for funding must be consistent with each alternative considered in the Draft Programmatic Environmental Impact Statement/Environmental Impact Report (EIS/EIR), and thus not prejudice the CALFED agencies' ultimate decision on the long-term CALFED Program.

Funding for this conjunctive use grant program is authorized by the Bay-Delta Authorization Act, which currently provides up to \$2,150,000 for fiscal year 2000. This grant program will award a maximum of \$500,000 for each project. Additional projects will be considered for funding should additional Bay-Delta Authorization Act funds be allocated in October of 2000 for federal fiscal year 2001.

Applicants are requested to submit applications following the instructions and format contained in this announcement. Applications must be received at the CALFED Bay-Delta Program office, 1416 Ninth Street, Suite 1155, Sacramento, California, 95814, by **3:00 p.m. on March 24, 2000**. Applications received after this time will be returned unopened. Timely applications will then be evaluated using the criteria and process described in this GAP, leading to an expected decision by June 2000.

Because funding may be provided for only a portion of each submitted project, the applicant should clearly show which tasks could be funded separately. When CALFED funds portions of a project, there is no guarantee that the future phases of that project will be funded by CALFED or any other funding source. Future funding will depend on the progress of the project, the nature and extent of applications competing at that time, water management strategy priorities, and the availability of funds. Projects can be multi-year efforts if needed and appropriate. However, funds must generally be expended by a contractor no more than three years after execution of a contract.

2.2 Who May Apply

Local agencies are eligible for grants. A local agency is any city, county, city and county, district, joint powers authority, mutual water companies, or other political subdivision of the state involved in water management.

Applicants who wish to collaborate on a project may elect to use a contractor-subcontractor relationship or a joint venture partnership. Contracts will only be executed with one applicant. The application needs to clearly indicate which applicant will sign the contract and the nature of the agreement between the other applicants, as discussed below.

Applicants that are joint venture partnerships must identify one partner as the contracting party responsible for payments, reporting, and accounting. The application must include a detailed description of how the partners will operate, including the allocation of decision-making authority and liability. The application should identify the tasks to be performed by the different entities and the costs at each task level.

2.3 Eligible Projects

This Grant Application Program is intended to help fund projects designed to demonstrate the feasibility of implementing local conjunctive use projects that will improve water management and water supply reliability. Funds from this GAP can be used for:

- 1) monitoring wells that are part of a conjunctive use project
- 2) artificial recharge facilities such as percolation basins, pits, ditches, furrows, modification of streambeds, flooding, or injection wells
- 3) conveyance facilities to promote active and in-lieu recharge, including interties
- 4) extraction facilities that are part of a conjunctive use project

Program funds are to be used for project construction rather than for feasibility studies, environmental impact reports, or other planning or legal analyses. However, a project is eligible for consideration under this program even if project design and approval is not yet complete. Actual funding of any approved project will be made contingent upon completion of all necessary analyses and approvals.

2.4 Geographic Scope

Projects and programs must generally be within the CALFED study area, which includes the Bay-Delta and its tributary watersheds. This application package will emphasize projects in the Central Valley. Applications for projects outside of the geographic scope identified in this GAP will not be considered for funding.

2.5 Conflict of Interest and Confidentiality

All applicants are subject to state and federal conflict of interest laws. Failure to comply with these laws, including business and financial disclosure provisions, will result in the application being rejected and any subsequent contract being declared void. Other legal action may also be taken. Accordingly, before submitting an application, applicants are urged to seek legal counsel regarding potential conflict of interest concerns that they may have and requirements for

disclosure. Applicable statutes include, but are not limited to, Government Code Section 1090, and Public Contract Code 10410 and 10411 for state conflict of interest requirements.

Applicants should take note that their submission of an application will waive their rights to the confidentiality of that application. As explained in Section 2.6, Selection Process, each application will be reviewed by a Selection Panel. When the application is signed, any privacy rights as well as other confidentiality protections afforded by law will be waived.

2.6 Selection Process

Applications will be reviewed by a Selection Panel made up of CALFED agency staff with the necessary expertise to evaluate and score applications. The Panel will use the criteria described in Section 2.7 to evaluate and score applications.

All submitted applications and evaluation scores become public information once CALFED staff completes its preliminary recommendations and forwards them to the Bay Delta Advisory Council (BDAC). Staff recommendations, together with BDAC recommendations, will be forwarded to the CALFED Policy Group. The CALFED member agencies, acting through the CALFED Policy Group, will make final funding recommendations to the Secretary for Resources and the Secretary of Interior.

It is anticipated that funding decisions will be made by June 2000. Preparation of contracts or cooperative agreements will begin as soon as projects are approved, but depending on the complexity of each contract and the readiness of the applicant, it may take considerable time (from two months up to a year or more) to develop and finalize the contracts or cooperative agreements for the successful applications. **Applicants should not commence work on their projects until a funding agreement is signed. Work performed prior to the signing of a funding agreement is done at the risk of the applicant and without expectation of reimbursement.** Funding agreements are not final until signed by the appropriate contracting agency.

2.7 Evaluation Criteria

Criteria for Application Evaluation. To be eligible for funding, all projects must meet the following Minimum Criteria:

- 1) Consistent with CALFED objectives
- 2) Provides local benefits
- 3) Contains a plan for education and outreach
- 4) Complies with local regulations
- 5) Complies with General Plans
- 6) Contains a plan to effectively monitor, manage, and protect the project area so that there are no unmitigated impacts

- 7) Identifies a source of recharge water
- 8) Technically feasible
- 9) Provides local funding to continue the project

Applications that do not meet these criteria will not be evaluated further and will not be considered for funding. All evaluation criteria listed in Table 1 below, including the Minimum Criteria, will be assigned scores by the Selection Panel. The evaluation criteria are described more fully in Section 3.2, Part B2 (“Workplan”). For each criterion, applications will be scored on a scale of 0 to 2, with 0 being “Unknown,” 1 being “Low,” and 2 being “High.” The maximum number of points for each project is 42.

The Selection Panel will then review the applications with the highest scores and make preliminary recommendations for funding. Up to 8 additional discretionary points may be assigned by the Selection Panel, raising the maximum application evaluation score to 50. The discretionary points take into consideration the application’s overall fit within the CALFED program.

The evaluation criteria are shown in the table below:

	High (2 points)	Low (1 point)	Unknown (0 points)	Minimum Requirement
Consistency w/ CALFED				
Environmental benefits				
Local benefits				Yes
Added delta supply				
Reducing delta demand				
Water quality improvement				
Local Support				
Plan for education and outreach				Yes
Compliance with local regulations				Yes
Compliance with General Plans				Yes
Support of constituency				
Plan to effectively manage, protect and monitor the basin				Yes
Source of Recharge Water				
Availability				Yes
Reliability				
Quality				
Technical Feasibility				Yes
Funding Sources				
Local funding				Yes
Outside funding				
Expandability				
Environmental benefits				
Local supply benefits				Yes
Added delta supply				
Reducing Delta demand				
Water quality improvement				

2.8 Schedule (anticipated dates)

January, 2000	GAP Available to the Public
February 18, 2000	Last day to submit questions to the CALFED Bay-Delta Program
March 7, 2000	Public Pre-Submittal Workshop, 1:00 pm - 3:00 pm, Resources Agency Auditorium, 1416 Ninth Street, Sacramento
March 24, 2000	Solicitation Period Closes. (Applications must be received at the CALFED office 1416 Ninth Street Sacramento, CA by 3:00 pm)
May 2000	Selection Panel's scoring and recommendations complete. Confidentiality Ends.
End of May 2000	Staff recommendations to BDAC.
Early June 2000	Present Recommendations to CALFED Policy Group
Mid-June 2000	CALFED Policy Group Makes Final Recommendations
End of June 2000	Secretary for Resources/Secretary of Interior Approve Selections

CHAPTER 3 – PREPARING A GRANT APPLICATION

3.1 Application Deadline and Format

The CALFED office must receive applications no later than **3:00 p.m. on March 24, 2000**. Applications received after this date and time will be returned unopened.

Submit 5 complete hard copies, and one electronic copy of text and tables on a 3.5 disk in WordPerfect version 6.1 or higher to:

Conjunctive Use GAP
CALFED Bay-Delta Program
1416 Ninth Street, Suite 1155
Sacramento CA, 95814

3.2 Minimum Requirements

All applications must provide the information requested in the following sections. Part A contains organization, financial and legal information, while Part B contains project specific information.

Part A -- Organizational, financial and legal information

A-1 Application cover sheet

(Specify conjunctive use project title)

(Exact legal name of agency applying for grant)

(Mailing address of agency)

Telephone (____)_____ Fax (____)_____ E-mail_____

(Print or type name of authorized representative)

(Signature of authorized representative, see Section A-4)

Mark as Attachment A-1.

A-2

Agency representatives

Project contact person: Name _____

Title _____

Telephone (____)_____

Fax (____)_____

E-mail _____

Alternate contact person: Name _____

Title _____

Telephone (____)_____

Fax (____)_____

E-mail _____

Type of Organization: _____

California Assembly Representative: _____

District No. _____

California Senate Representative: _____

District No. _____

Attach a copy of agency charter and the names and titles of agency officers.

Mark as Attachment A-2.

A-3
Cost

(1) Prepare a proposed itemized project budget.

(2) Provide summary costs below:

Total cost of project: \$ _____

Amount to be funded by the grant: \$ _____

Amount to be funded by the agency: \$ _____

Indicate agency's source of funds: _____

Amount to be funded externally: \$ _____

Lender: _____ Lender: _____

Amount: \$ _____ Amount: \$ _____

Interest Rate: _____ Percent Interest Rate: _____ Percent

Term: _____ Years Term: _____ Years

Annual Payment: \$ _____ Annual Payment: \$ _____

(Include any other pending applications).

Mark as Attachment A-3.

A-4**Authorizing resolution**

Include a resolution adopted by the agency's governing body authorizing the application for a conjunctive use study or pilot project grant under this program and designating a representative to sign the application.

Mark as Attachment A-4.

A-5**Financial statements**

Attach copies of financial statements for the last three fiscal years of agency operation. Be sure to include:

- balance sheets,
- income statements,
- sources and uses of funds statements, and
- the most recent annual budget.

Mark as Attachment A-5.

A-6**Agency authority**

Have the agency attorney answer the following six questions pertaining specifically to this grant application. For each question, cite statutory authority or other references.

1. Does the agency have the legal authority to enter into a grant contract with the state of California or the federal Government, such as this application? ____ Yes ____ No

Cite the statutory authority under which the agency may obtain funds for the purpose, amount, and duration requested.

2. What is the statutory authority under which the agency was formed and is authorized to operate?

3. Is the agency required to hold an election before entering into a funding contract with the state or the federal government? ____ Yes ____ No

Cite the statutory authority or other references.

4. Will a funding agreement between the agency and the state of California or the federal government be subject to review and/or approval by other government agencies?
_____ Yes _____ No

Identify all such agencies (*e.g., Local Area Formation Commission, local governments, U.S. Forest Service, California Coastal Commission, Health Services, etc.*).

5. Describe any pending litigation that has a potential material impact on the financial condition of the agency or the operation of the water facilities. If none is pending, so state.

6. Describe how the proposed project will comply with any existing AB 3030 Groundwater Management Plans, basin plans, basin adjudications and county ordinances.

Mark as Attachment A-6.

Part B – Project Information

B-1

Description of project (no more than 2 pages)

Provide a detailed narrative description of the proposed project, including a discussion of the situation that has created a need for the project and the purpose of the project.

Mark as Attachment B-1

B-2

Workplan (no more than 15 pages)

Provide a detailed workplan describing the tasks that you will undertake to complete the proposed project. This should include as much specific information as possible on the types of tests and analyses that will be performed, and the reports and maps that you intend to produce as supporting documentation. Quarterly progress reports (Section 3.3) will be required and should be included as a task.

The workplan should address the eight items described below, which correspond to the evaluation criteria listed in Section 2.7, Table 1. Each application will be evaluated on the degree to which the application meets these criteria. The application should describe in adequate detail the method by which the application will meet each of the criteria.

1. Consistency with CALFED. All projects must be consistent with the CALFED Bay-Delta Program Mission Statement, Objectives and Solution Principles. Copies of the Revised Phase II report that contains these items may be obtained by contacting the CALFED Bay-Delta Program at (916) 657-2666, or by visiting the CALFED website at <http://calfed.ca.gov>. The following items should be addressed in the application:

Environmental benefits. How will the project meet CALFED goals to increase environmental benefits in the Bay-Delta?

Local benefits. In what way does the proposed project increase benefits for the local area?

Added Delta supply. Will the project increase water supply to the Delta? How?

Reducing Delta demand. Will the project reduce the demand for water from the Delta? How?

Water quality improvement. How will the project improve water quality in the Delta or in the local area?

2. Local Support. Project applications should be developed with support of local special interest groups and participation of affected parties. Applicants should identify which special interest groups, including environmental organizations, landowner organizations, or other interested organizations, are aware of the project and their level of support or opposition.

Applicants should also identify which adjacent or affected landowners, facility owners, facility operators or other affected parties are aware of the project and if they are supportive or opposed.

Plan for education and outreach. Successful applicants will be required to prepare a plan which indicates how the public, adjoining property owners and local governments will be informed or be allowed to participate in the project planning and development. Specifically the plan should include:

- a. The process and timing for notification of adjacent property owners.
- b. The process and timing for notification of local government.
- c. The process and timing for notification and involvement of the general public.

Compliance with federal, state and local laws and regulations. All projects eligible for funding must comply with applicable laws and regulations, including the National Environmental Policy Act (NEPA), the California Environmental Quality Act (CEQA) and other environmental permitting requirements. List all necessary legal approvals and permits for the project, including environmental documentation required under the CEQA, NEPA, and other environmental statutes. Indicate the present status of each approval or permit and the anticipated date of any approvals and permits not yet obtained.

Recipients will be required to submit copies of NEPA, CEQA and other environmental compliance and permitting documents upon their completion, prior to the release of funds under this program.

Compliance with General Plans. All projects considered for funding under this program must be compatible with local General Plans and in compliance with associated local ordinances. Notification and coordination with the local Board of Supervisors is important to the success of any conjunctive use project. All applicants must provide proof of notification to the Board of Supervisors and Planning Department of their intent to submit an application for a conjunctive use project located within the county.

Support of constituency. Applications that involve actions on private or public lands must provide satisfactory evidence that the landowner is a willing participant in the action. Projects proposed on private property or which require access of private property owned by someone other than the applicant must include written permission from the property owner.

3. **Plan to effectively manage, protect and monitor the basin.** Successful applicants will be required to submit and comply with a Project Monitoring Plan, to show progress toward the goal of evaluating the feasibility of a conjunctive use project. The level of detail to be contained within the monitoring plan submitted during the proposed project will depend on the nature and status of the project, but all projects will need to provide monitoring information.

The successful applicant shall submit, at a minimum, quarterly monitoring reports presenting findings and addressing progress of the project toward the identified objectives. Data will be submitted in hard copy and in a specified electronic format, in a relational data base system compatible with MS Access. CALFED staff will work with successful proponents to ensure consistency of nomenclature and units.

This section must describe the applicant's program to collect data, evaluate the data and translate those evaluations into an effective program to protect water resources within the basin.

Such a plan must include spatial (x, y, z) and temporal monitoring of surface water flow in streams, groundwater levels within the aquifer, water quality for surface water and groundwater (including potential migration of contaminants), subsidence of the land surface, amount of groundwater extracted, plant communities, and 3rd party impacts.

4. **Source of Recharge Water.** This section must identify the source of the water that will be used for recharge.

Availability. Is the water that is proposed for recharge available for use by the project?

Reliability. Is the supply of water for recharge assured for the operation of the project? Can the supply be relied upon?

Quality. Is the quality of the recharge water and the water recovered from the aquifer adequate for the intended use?

5. **Funding Sources.** This section should enumerate the funding that will pay for the capital cost of the project and the operation and maintenance of any facilities that are a part of the project. Much of this information will be provided in Part A of this GAP.

It is anticipated that many applications will contain provisions for cost sharing. If cost sharing is anticipated, but the sources have not yet committed the funding, then the application should indicate the status and timing of the anticipated commitment. Cost sharing commitments must be completed prior to signing of the contract. If an applicant fails to secure the cost share funds identified in the application, and as a result has insufficient funds to complete the project, the contracting agency has the option to amend or terminate the award.

Local funding. What is the source of funds from cities, counties, local agencies, and residents in which the project is proposed?

Outside funding. Is any of the proposed funding from a source outside the basin? state? federal? Project proponent? Buyers of the water?

6. **Technical Feasibility.** This section should evaluate the likelihood that the project will function as proposed. Issues to be evaluated include, but are not limited to: availability of the water supply, ability to convey this supply to and from groundwater storage,

hydrogeologic suitability of the aquifer, and financial soundness of the proposed project funding.

Supply Availability. For the water source identified in (4), identify and quantify the right to use this water. Present tabular monthly data for a representative historical period quantifying the gross water availability, Applicant's proposed diversion to groundwater storage, cumulative groundwater storage, and proposed groundwater extractions. Identify and quantify other water diversions or in-stream requirements, if applicable.

Conveyance to/from Groundwater Storage. Specify the means of diversion, facilities required to convey diversions to the point of groundwater recharge, and proposed means of groundwater recharge (e.g. percolation, injection, in-lieu). Specify conveyance and use of extracted groundwater, as applicable. Specify whether these facilities are existing or will require construction. Provide key facility dimensions (e.g. pipeline diameter and length, pump horsepower, pond acreage, number of wells) as applicable.

Hydrogeologic Suitability. Summarize studies or other information existing that support the suitability of the aquifer to accept and store recharge water (e.g. data on nearby production, driller's logs, pump tests, models, storage capacity), as applicable.

Financial Soundness. Specify total project capital and operating cost, and proposed sources for funding. Which of these funding sources exist; what additional actions are required to secure project funding.

7. **Expandability.** Each project will be designed to improve local water management while helping to meet CALFED goals and objectives. This section should evaluate the potential of the initial project to be expanded to provide additional benefits in attaining CALFED goals and objectives. Such additional benefits may be obtained by reoperation of the project, by construction of additional facilities, or by changes or additions to contractual obligations.

Environmental benefits. How can the project be changed to provide additional environmental benefits?

Local supply benefits. Is there a way to increase the local water supply consistent with historic hydrologic use patterns and projected growth? Does the project expect to accommodate future increases in local demand?

Added Delta supply. Can additional water be made available to the Delta?

Reducing Delta demand. Can changes in the project lead to reduced demand for water from the Delta?

Water quality improvement. Can changes in the project lead to an improvement in water quality.

Mark as Attachment B-2.

B-3

Time schedule (no more than 1 page)

Provide a realistic time schedule for accomplishing the specific tasks in your workplan, including project operations. CALFED requires quarterly progress reports under this grant program, and they should be included on the time schedule.

Mark as Attachment B-3.

3.3 Additional Requirements for Successful Applications

Successful applicants will be expected to comply with the additional following requirements. These requirements should be budgeted into each application, as necessary.

Does Not Prejudice the Ultimate Decision on the CALFED Long-term Program.

CALFED is currently evaluating alternatives as part of the Programmatic EIS/EIR process. Applicants are not eligible for funding if they limit the choice of a reasonable range of alternatives, affect the selection of alternatives, or affect the selection of the preferred alternative. If applicants are interested in understanding if their project may conflict with any of the alternatives, they may obtain a copy of the Draft Programmatic EIS/EIR by calling the CALFED Bay-Delta Program at (916) 657-2666 and requesting a copy, or by visiting the CALFED web site at: <http://calfed.ca.gov>. This document is also available at some local libraries. CALFED staff will review applications to identify potential conflicts between the proposed projects and the CALFED alternatives.

Work Commences Only When Funding Agreement Signed by Agency. Applicants with successful applications should not commence work on their projects until a funding agreement is signed by the appropriate agency. Work performed by successful applicants prior to execution of a funding agreement is done at the applicant's own risk. Successful applicants should not expect reimbursement of monies spent prior to the signing of a funding agreement. Due to their complexity, the development of funding agreements may take considerable time.

Limitations on Funding. Applications cannot use funds to replace existing funding sources for on-going programs, for political advocacy, or for an applicant's litigation costs. Public agencies and local governments may not use funds to support existing agency requirements or mandates.

Project Presentations. Successful applicants may be required to make oral presentations at annual review meetings. The purpose of the meetings will be to present project status and to discuss how projects are contributing to water supply reliability.

Quarterly Reporting. Successful applicants will be required to submit quarterly reports due by the 10th day of the month following the end of each quarter for the duration of the project. The information required to describe the financial status of the project includes: the amount invoiced to the contracting agency, the amount invoiced to cost share partners, a description of activities performed during the quarter, the percentage of each task completed, the deliverables produced, problems and delays encountered, and a description of any amendments or modifications to the contract.

Final Reporting. Successful applicants are required to submit a final report at the end of the project. The report must present a summary of all monitoring data accumulated during the project, as well as an assessment of how well the project achieved the identified goals and objectives.

3.4 Application Format

The following format and content requirements should be adhered to in order for applications to be considered responsive to this GAP. Other information should be provided if the applicant believes it is necessary to address the evaluation criteria shown in Section 2.7. Page limitations for each section are shown in Part B and should not be exceeded.

The application should be no more than 20 pages. Concise yet thorough applications under the page limitations are encouraged. The application submittal should be on 8 ½ x 11-size paper, with black and white text (no smaller than 12 point) and tables/graphics with text no smaller than 10 point. Text and tables shall also be submitted electronically on a 3.5 disk in WordPerfect version 6.1 or higher. Submit maps, figures and/or photos as necessary to describe the complete context of the application. The maps, figures, and/or photos may be submitted in color but as a minimum are required to be reproducible via a black & white copier. The applications should be stapled on the upper left hand corner.

3.5 Completion Checklist

CALFED staff suggests that the applicant review the following checklist to ensure that the application meets the requirements of this solicitation package and can be clearly understood by the Selection Panel. Applications that do not contain the following items will be considered incomplete, will not be reviewed by the selection committee, and will not qualify for funding:

- ☐ Attachments A1 through A6
- ☐ Attachments B1 through B3
- ☐ Have the page limitations for Attachments B1 through B3 been adhered to?
- ☐ Have the format requirements in Section 3.1 been followed?